

Medicaid Services
[FY2001] Medicaid Health Baby Grant
Department of Health and Social Services – Program 47

I. PROGRAM OBJECTIVES

The purpose of this grant is to improve birth outcomes and the health of the mother and child by addressing health and social issues related to pregnancy and parenting. Clients eligible for services under this grant (a) have a gestation no greater than 32 weeks (b) are under 21 at the time of conception and (c) live within the boundaries of the Municipality of Anchorage.

II. PROGRAM PROCEDURES

Public funds are appropriated annually to the Department of Health and Social Services, Division of Public Health, Medicaid Services [Unit] by the state legislature. Appropriated funds are distributed by a designated grant to borough governments to support specific services within a specified geographic area.

III. COMPLIANCE REQUIREMENTS AND SUGGESTED AUDIT PROCEDURES

A. SERVICES ALLOWED

Compliance Requirements

Funds are used for salaries and benefits for public health nurses and family service aides to perform the following:

1. Outreach to eligible clients, referral sources and public education
2. Pre-natal and post-partum (up to 60 days after delivery) case-management services provided by public health nurses, including visits at least monthly during the prenatal period and twice before the end of the month including the clients 60th day post-partum at least
3. Development of an individual care plan
4. Referrals to providers as required

Suggested Audit Procedures

Review of grant financial statements and written quarterly expenditure reports.

B. ELIGIBILITY

Compliance Requirements

The auditor is not expected to verify eligibility.

C. MATCHING LEVEL OF EFFORT, AND/OR EARMARKING REQUIREMENTS

Compliance Requirements

There are no matching or level of effort requirements.

D. REPORTING REQUIREMENTS

Compliance Requirement

1. Monthly reports about Healthy Baby services to include: # of client outreach calls/contacts, # of clients personally reached, # of providers/agencies contacted, public education activities, case load data including the number of clients carried at the beginning and end of the month and the number enrolled and discharged from the program, referral information, birth outcome information.
2. Quarterly Reports to include: client outreach data, provider outreach and public education data, a summary of the responses to the customer satisfaction survey, description of activities to accomplish program goals.

Suggested Audit Procedures

Confirm if such reports are being filed.

E. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

The agency must act upon any recommendations made by Medicaid Services unit during regular meetings regarding this grant.

Suggested Audit Procedures

Review of monthly and quarterly reports.

F. REPORTING REQUIREMENTS

Compliance Requirement

The agency must submit quarterly activity and expenditure reports no later than thirty days after the close of each quarter or as specified in the grant/contract.

Suggested Audit Procedures

- Confirm if such reports are being filed timely;
- That reported revenues and expenditures agree with the agency's general ledger; and
- That expenditures are within the budget limits or contract provisions.

Compliance Requirements

Agency Audited Financial Statements must present a statement of revenue and expenditures for each state grant/contract. Such statements must show, for each state fiscal year grant, the final approved budget by line item category, actual

revenues and expenditures and variance between budgeted and actual revenues and expenditures. Disallowed or questioned costs must be clearly disclosed.

Suggested Audit Procedure

- Review audited financial statements for compliance with above.

Compliance Requirement

The agency must clearly show on their audited financial statement any outstanding liability to the state as payable to the state. This includes unspent grant funds or disallowed costs.

Suggested Audit Procedures

- Determine whether or not the agency has any outstanding liability to the state; and
- Review audited financial statements to ensure proper presentation.

G. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

The agency must act upon any recommendations made by program site review.

Suggested Audit Procedures

- Obtain copy of program site review; and
- Determine if recommendations in the site review are being implemented.

Modified 5/02